



## VACANCY NOTICE

### **FISH HATCHERY SPECIALIST 2 (Lateral Opportunity)\***

\$2426.00 – \$3135.00 per month (range 36)

### **FISH HATCHERY SPECIALIST 1**

\$2113.00 - \$2724.00 per month (range 30)

**Washougal Hatchery – Skamania County**

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#### **Applicants are now being sought to fill this position by:**

1. The Hatcheries Division **BID PROCESS**, or if no candidates are eligible to bid,
2. By the non-bid transfer, voluntary demotion, open competitive process.

If you are eligible and wish to bid for this position, or if you want to apply as a non-bid transfer, demotion, or open competitive candidate, please carefully read the instructions on this announcement. You must submit your application materials by the closing date posted below.

**Bulletin #: 1346-10**  
**Open Date: April 16, 2010**

**Appointment Type: Permanent**  
**Closing Date: April 30, 2010**

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#### **HOW TO APPLY (BID, NON-BID TRANSFER, VOLUNTARY DEMOTION, OR OPEN COMPETITIVE)**

If you are interested in this position, you may apply by sending an email to Margaret Gordon ([Margaret.Gordon@dfw.wa.gov](mailto:Margaret.Gordon@dfw.wa.gov)) in the HR Office indicating your interest in working at this hatchery. Your email must also indicate how you wish to be considered for the opening (BID PROCESS, non-bid transfer, voluntary demotion, or promotional candidate). Your email must be submitted during the posting period and prior to the closing date published above.

#### **THE BID PROCESS**

**In order to bid for this position**, you must currently be a Permanent Fish Hatchery Specialist 2 in the Washington State Department of Fish and Wildlife Hatcheries Division. You must have worked at your current location (facility, not complex) in excess of six (6) years (three full yearling rearing cycles) and have the skills and abilities required for the position. You must not have any documented attendance or performance problems within the calendar year preceding your application under the bid process.

If more than one eligible candidate applies under the BID PROCESS, seniority as defined in Article 33 of the collective bargaining agreement will determine who is selected. It is your sole responsibility to ensure that your bid was received during the vacancy notice time frame.

**Bid Awarded:** If an employee is offered a position through the bid process, the employee must accept the position.

#### **NON-BID TRANSFER, VOLUNTARY DEMOTION, OR OPEN COMPETITIVE APPLICANTS**

In the event no bid is received from a qualified applicant, the position will be filled with a candidate certified from a hiring list of applicants who applied and were determined eligible specifically under this announcement.

**Eligibility as a non-bid transfer or voluntary demotion applicant:** Applicants who wish to transfer or voluntarily demote, but who do not meet the requirements for the bid process, will also be considered if they currently hold permanent status as a Hatchery Specialist 2, 3, or 4. Under this process, a state application must be submitted.

**Other employees of WDFW or open competitive applicants:** You must meet the FHS1 minimum qualifications and be certified from the FHS1 applicant pool. Under this process, a state application must be submitted. *Note: If offered the position at the FHS1 level, the incumbent will serve an in-training appointment and must successfully complete it before advancing to the FHS2 level.*

- *This employment opportunity applicant pool will only be used to fill this position.*

All applications must be submitted to:

Margaret Gordon, Human Resource Consultant  
Department of Fish & Wildlife  
600 Capitol Way North  
Olympia, WA 98501 –1091  
Fax: (360) 902-2209  
Email: [Margaret.Gordon@dfw.wa.gov](mailto:Margaret.Gordon@dfw.wa.gov)

Web site for state application is:  
[http://www.dop.wa.gov/Resources/Forms/.](http://www.dop.wa.gov/Resources/Forms/)

## **POSITION INFORMATION**

There are one (1) opening in the Fish Program, Hatchery Division, Lewis/Washougal Complex - Duty station is the Washougal Hatchery, Skamania County.

## **DUTIES**

The Washougal Hatchery rears Type S & Type N Coho, Fall Chinook.

**Fish Hatchery Specialist 1 (FHS1):** Performs a variety of technical and scientific fish culture duties, performs hatchery related maintenance, and participates in an agency supervised fish culture training program. **This is an in-training class. Incumbents must successfully complete the fish culture training program within prescribed time limits to advance to Fish Hatchery Specialist 2.**

**Fish Culture;** Feeds fish their calculated daily ration; monitors fish behavior, health, egg and fish production; calculates and administers drugs as prescribed; identifies, sorts, and samples species for spawning and adult distribution; cleans ponds and raceways, troughs, and incubator systems, identifies marked adults and collects tags/marks for bio sampling and records data; collects fish tissue and fluid samples; performs fish inventories, splits, marking trailer inventories, weight samples, releases and plants fish.

**Recordkeeping and Reporting;** Enters data into forms and spreadsheets (e.g. fish mortality, feed sheets, feed inventory, chemical usage); accurately fills out agency forms such as fish transfer tickets, hatchery invoice tickets, etc.

**Operation and Maintenance of Facility;** Monitors water flow and quality parameters; takes water samples and readings (e.g. dissolved gases, suspended settleable solids, and other parameters as required) maintains proper water flow and rearing environments; responds to alarms; monitors and maintains facility support systems; actively identifies safety hazards and takes action or recommends remedies as appropriate.

**Operation and Maintenance of Equipment;** Organizes and maintains hatchery tools, equipment, and grounds; identifies and communicates safety concerns (management to staff and staff to management), uses tools and equipment properly and safely.

**Public Contact and Communications;** Responds to/answers questions from visitors or outside entities in a polite professional manner.

## **COMPETENCIES:**

**Knowledge and skills:** Computer software such as MS Excel, MS Word; fish culture terminology; calculation methods; and fish production protocols and policy.

**Ability:** Work cooperatively as a team; ask questions, listen and understand the answers of customer or constituent needs; physically help others in performing activities.

**Note:** A valid driver's license is required. Some positions require a valid Class A or Class B Commercial Drivers License.

**Note:** Some positions require a valid Washington State Pesticide Applicator's License.

**Fish Hatchery Specialist 1 Duties:** *(for any promotional or open competitive applicants)*

**Fish Hatchery Specialist 1 (FHS1):** **This is an in-training class. Incumbents must successfully complete the fish culture training program within prescribed time limits to advance to Fish Hatchery Specialist 2.**

### **FHS 1 Minimum Qualifications:**

Associate's degree in fisheries technology or closely allied field. OR Three years of education towards a Bachelor's degree in fisheries or closely allied field. OR Successful completion of a fish culture program from a vocational school. OR

Three years of experience performing a variety of fish culture duties in a hatchery will substitute for the required education.

**Special Note:** This position is covered by a collective bargaining agreement between the State of Washington, Department of Fish and Wildlife, and the Washington Federation of State Employees (WFSE), which contains a "union security" provision. This means that, as a condition of employment you must either join the union and pay union dues, or pay the union a representational or other fee within 30 days of the date you are put into pay status.

- All applicants considering applying for this position should understand and consider that standby is a requirement for all positions in the Fish Hatchery Specialist series. Management may determine it is necessary to assign it in order to accomplish the goals and objectives of the agency and as necessary to protect the resources of the agency and if assigned, it will be a requirement of the position.
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- **Standby has been assigned to this position**
- **Agency On-site housing is available**

For additional information regarding position duties, please contact Aaron Roberts, **Lewis/Washougal Complex Manager**, at (360) 225-4390 or [Aaron.Roberts@dfw.wa.gov](mailto:Aaron.Roberts@dfw.wa.gov) , Carol Rausch, **Fish Hatchery Specialist 4** at (360) 837-3311 or [Carol.Rausch@dfw.wa.gov](mailto:Carol.Rausch@dfw.wa.gov)